

EXAMINING BOARD OF SOCIAL WORKERS, MARRIAGE AND FAMILY  
THERAPISTS AND PROFESSIONAL COUNSELORS  
SOCIAL WORKER'S SECTION  
NOVEMBER 15, 2001

MEMBERS PRESENT: Crystal Berg, Cornelia Gordon-Hempe (excused at 12:30), Muriel Harper, Douglas Knight, Anita Kropf

LEGAL COUNSEL: John Schweitzer

STAFF PRESENT: Kimberly Nania, Karen Rude-Evans

GUESTS: Marc Herstand, NASW; Joanne Barndt, UW-Milwaukee

CALL TO ORDER

Chair Cornelia Gordon-Hempe called the meeting to order at 9:24 a.m.

APPROVAL OF AGENDA

Amendments: -Introduction of Model Code from FARB  
-Application review – Kimberly Fischer  
-Personal appearance and application review of Mary A. Pichelmann postponed to December

MOTION: Muriel Harper moved, seconded by Douglas Knight, to approve the agenda as amended. Motion carried unanimously.

APPROVAL OF DRAFT MINUTES OF OCTOBER 24-25, 2001

MOTION: Douglas Knight moved, seconded by Anita Kropf, to approve the Minutes of October 24-25, 2001, as written. Motion carried unanimously.

PRESENTATION OF PROPOSED STIPULATIONS

DALE C MELSTROM

DOE attorney Jack Zwieg presented a proposed stipulation in the matter concerning Dale C. Melstrom. This matter will be deliberated on in closed session.

SUMMARY REPORTS ON PENDING COURT CASES, DISCIPLINARY CASES AND  
ADMINISTRATIVE RULES

These reports were informational.

DISCUSSION OF SUPERVISION ISSUES

Douglas Knight discussed the issue that CSW's and CAPSW's are supposed to practice under supervision. Some agencies utilize CSW's and CAPSW's as supervisors. Mr. Knight stated that the administrative rules do not address the issue of CSW's and CAPSW's being allowed to supervise other credential holders.

MOTION: Douglas Knight moved, seconded by Anita Kropf, to set up an ad hoc committee of Section members and other individuals in the field of social work to discuss supervision issues. Motion carried unanimously.

#### DISCUSSION OF CE AUDIT

Kimberly Nania stated that audit materials have been received at the Department are ready for the Section members to begin the review. Each member will receive materials to be reviewed before the next Section meeting.

#### REQUEST FOR RENEWAL OF INDEPENDENT SOCIAL WORKER CERTIFICATION

The Section reviewed correspondence from Anne M. Gurnack. Ms. Gurnack's ISW certification expired in 1995 and she would like to reinstate her certification. The Department should notify Ms. Gurnack that she must submit a re-registration application, at which time the Section will review all materials submitted.

#### REPORT OF SCREENING COMMITTEE

Anita Kropf reported the Screening Committee reviewed 7 complaints. Five were opened, one was not opened and more information was requested on one.

#### CLASS I HEARINGS

##### DOUGLAS S LABELLE

The Section held a Class I Hearing on the denial of ICSW certification to Douglas LaBelle.

MOTION: Douglas Knight moved, seconded by Crystal Berg, to grant ICSW certification to Douglas S. LaBelle. Motion carried unanimously.

##### DEBRA J WENTZ

The Section held a Class I Hearing on the denial of ICSW certification to Debra J. Wentz. This matter will be deliberated on in closed session.

#### REVIEW OF CORRESPONDENCE AND INQUIRIES RECEIVED BY LEGAL COUNSEL

The Section reviewed correspondence and inquiries received by legal counsel, and directed legal counsel's responses.

#### REPORT FROM ASWB MEETING

Anita Kropf, Douglas Knight and Cornelia Gordon-Hempe attended the recent ASWB Fall Meeting. Wisconsin is hosting the Spring Meeting in Milwaukee on April 12-14, 2002.

The past problem with ACT's administration of the ASWB examinations was discussed at the meeting. The problem has been rectified and ASWB will continue to use ACT as the exam administrator. It is anticipated that Canada will eventually utilize the ASWB examinations for credentialing.

#### INTRODUCTION OF MODEL CODE FROM FARB

Douglas Knight shared two publications from FARB with the Section. They were "Code of Conduct for Regulatory Board Members" and "Model Application for Licensure and Renewal." Mr. Knight suggested sharing these publications with the full Board.

#### RE-REVIEW OF APPLICATION OF KIMBERLY FISCHER

MOTION: Muriel Harper moved, seconded by Douglas Knight, to reaffirm the Section's previous decision that Kimberly Fischer must either complete 24 months of post-certification supervised practice (to March 2002), or she can accept ICSW certification now with an administrative warning. Motion carried unanimously.

#### RECESS TO CLOSED SESSION

MOTION: Muriel Harper moved, seconded by Douglas Knight, to recess to closed session pursuant to Chapter 19.85(1)(a), (b), (f), and (g), Wis. Stats., for the purpose of deliberation of a Class I Hearing, deliberation of a proposed stipulation, reviewing applications, reviewing case status report and consulting with legal counsel. Roll call vote: Crystal Berg – yes, Cornelia Gordon-Hempe – yes, Muriel Harper – yes, Douglas Knight – yes, Anita Kropf – yes. Motion carried unanimously.

Open session recessed at 12:11 p.m.

#### RECONVENE IN OPEN SESSION

Open session reconvened by consensus at 4:03 p.m.

#### VOTING ON ITEMS CONSIDERED/DELIBERATED ON IN CLOSED SESSION

#### APPLICATION REVIEWS

MOTION: Muriel Harper moved, seconded by Anita Kropf, to approve **Nancy Arnold**, **Mary Cortesi**, **Kim Keyser**, **Stacey Otto** and **Sheree Drezner** to take the ASWB clinical examination, and to approve **Jennifer Burelbach** for ICSW certification. Motion carried unanimously.

MOTION: Muriel Harper moved, seconded by Anita Kropf, to deny the independent clinical social worker applications of **Sandra Myer, Amanda Sims, Charles Schultz** and **Amy Evans**. Motion carried unanimously.

MOTION: Muriel Harper moved, seconded by Anita Kropf, to request more information from **Heather Grasse**. Motion carried unanimously.

#### SWTC APPLICATION REVIEWS

MOTION: Anita Kropf moved, seconded by Muriel Harper, to approve the coursework of **Julie Allison, Kristine Meeds, Kimberly Nikolai, Janet Sterken** and **Scott Witbro**; approve the employment of **Julie Allison, Pamela Burdick, Amy Kohn, Amy Parker, Margaret Ready, Christine Rodriguez, Nancy Thurn** and **Brenda Walsh**; deny the coursework of **Michelle Borri Lang, Lance Horozewski**, and **Sally Saler-Spitz**; and deny the degrees of **Michelle Kuchler** and **Sally Saler-Spitz**. Motion carried unanimously.

#### PROPOSED STIPULATION

##### DALE C MELSTROM

MOTION: Douglas Knight moved, seconded by Muriel Harper, to adopt the Findings of Fact, Conclusions of Law and Order in the matter concerning Dale C. Melstrom. Motion carried unanimously.

#### CLASS I HEARING

##### DEBRA J WENTZ

MOTION: Anita Kropf moved, seconded by Crystal Berg, to grant ICSW certification to Debra J. Wentz, with a letter from legal counsel reminding her that she should practice within her area of expertise. Muriel Harper – no. Motion carried.

#### CASE STATUS REPORT

There were no cases to close.

#### INFORMATIONAL ITEMS

The Section reviewed the informational items.

#### ADJOURNMENT

MOTION: Anita Kropf moved, seconded by Muriel Harper, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 4:27 p.m.